

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
MONDAY, SEPTEMBER 23, 2019, 7:00 P.M.**

Members Present: Chairman Silkaitis, Aldr. Payleitner, Aldr. Lemke, Aldr. Vitek, Aldr. Pietryla, Aldr. Bessner, Aldr. Lewis

Members Absent: Aldr. Stellato, Aldr. Turner, Aldr. Bancroft

Others Present: Mayor Raymond Rogina, Peter Suhr, Director of Public Works; Tom Bruhl, Electric Services Manager; AJ Reineking, Public Services Manager; Tim Wilson, Environmental Services Manager; Ken Jay, Public Works Manager - Engineering; Joe Schelstreet, Fire Chief; Tim Ocasek, Police Detective

1. Meeting called to order at 7:00 p.m.

2. Roll Call

K. Dobbs:

Stellato: Absent

Silkaitis: Present

Payleitner: Present

Lemke: Present

Turner: Absent

Bancroft: Absent

Vitek: Present

Pietryla: Present

Bessner: Present

Lewis: Present

3.a. Electric Reliability Report – Information only.

3.b. Natural Resources Commission Minutes – Information only.

Aldr. Lewis: Please pass along that I appreciate the great job that the NRC is doing and I always read their minutes.

4. **OMNIBUS VOTE** – Items with an asterisk (*) are considered to be routine matters and will be enacted by one motion.

Items *5.a, *5.d, *5.h, *5.i.

Items *5.f and *5.g removed from Omnibus vote.

No further discussion.

Chairman Silkaitis: Kristi, please call a roll.

K. Dobbs:

Bessner: Yes

Lewis: Yes

Stellato: Absent

Payleitner: Yes

Lemke: Yes

Turner: Absent

Bancroft: Absent

Vitek: Yes

Pietryla: Yes

No further discussion.

Motion by Aldr. Lemke, seconded by Aldr. Payleitner. No additional discussion.
Approved unanimously by roll call vote. **Motion carried.**

- *5.a. Recommendation to approve a Resolution Endorsing the Metropolitan Mayors Caucus' Greenest Region Compact II.**

Approved by Omnibus vote.

- 5.b. Recommendation to award the Bid for Snow and Ice Removal Services for the 2019/2020 Winter Season.**

AJ Reineking presented. The Public Works Department utilizes contractual assistance for snow plowing operations in City owned parking lots and sidewalks adjacent to City owned properties on the 180 cul-de-sacs and alleys throughout the community. In total, these areas are divided into 11 individual routes. Generally, contractors are utilized when the City experiences snowfall in excess of 2".

On September 5th the City opened bids for snow removal services. Bidders were asked to provide hourly rates for equipment, and to indicate their availability to cover each route type that we're seeking to fill.

We received 4 qualified bids for the cul-de-sac, alley, and parking lot routes.

Bids were fairly consistent across the board, particularly in the 4 wheel drive pickup category which ranged from \$95 - \$125 per hour, as was expected and is consistent with previous bids. No one bid the sidewalk portion of the bid. Staff is currently preparing a new bid and reaching out to area contractors to generate interest in the work and we will be rebidding the sidewalk portion of this bid.

I recognize that at the end of last winter season, there was some dialogue about students being able to walk to school, particularly on Dunham Rd. The Police Department has been working with the School District to hire an additional crossing guard at this location to help mitigate the issue.

At this time we are soliciting quotes to maintain the sidewalk program adjacent to City properties only. This does not include the subject sidewalks around school zones. I hope to have more information on that at the October meeting.

Based on their listed available equipment and staff resources, it is my recommendation to award the bid, in part, to all four bidders; Clean Sweep Environmental, Skyline Tree Service, Cornerstone Partners and Countywide Landscaping in their committed bid rates in the not to exceed budgeted amount of \$157,000.

Aldr. Payleitner: So we will know well before snow season where we stand on the sidewalk situation?

Mr. Reineking: If that is something we want to pursue in advance of snow season, that is the feedback I need. Right now we are waiting to see how the crossing guard works out and if it mitigates the issues that residents are raising. Hopefully by crossing the kids sooner to the School District maintained sidewalks, we might not have to do anything else.

Aldr. Payleitner: That conversation is going on now with the Police Department and District 303?

Mr. Reineking: Correct.

Chairman Silkaitis: The budgeted amount and proposed cost are the same; does that include the sidewalks?

Mr. Reineking: That does not include the sidewalks. Next month when I have a sidewalk vendor, it will roll into that.

Chairman Silkaitis: So there won't be a budget addition, correct?

Mr. Reineking: Correct.

Aldr. Lemke: Can we continue this next month, or do you need a recommendation tonight?

Mr. Reineking: I would like to lock down the cul-de-sac contractors now. We are a month earlier than we have been, but based on how hard it has been to get interest and the fact that we only had four bidders, I would like to get these contractors on the hook.

Aldr. Lemke: I move that we accept your recommendation of the four bidders for cul-de-sacs at their submitted bid rates, cumulatively not to exceed \$157,000.

Aldr. Vitek: Second.

Aldr. Lewis: This is pay as you go, right? If it over-snows, we have to revisit this?

Mr. Reineking: If it over-snows, yes, I will be back in front of you.

Chairman Silkaitis: Kristi, please call a roll.

K. Dobbs:

Bessner: Yes

Lewis: Yes

Stellato: Absent

Payleitner: Yes

Lemke: Yes

Turner: Absent

Bancroft: Absent

Vitek: Yes

Pietryla: Yes

No further discussion.

Motion by Aldr. Lemke, seconded by Aldr. Vitek. No additional discussion. Approved unanimously by roll call vote. **Motion carried.**

5.c. Presentation of 2019/2020 Snow and Ice Control Program.

AJ Reineking presented.

Presentation by AJ Reineking.

Aldr. Bessner: So the contractors go out to do the cul-de-sacs when you tell them to?

Mr. Reineking: Yes. The contractors' downtown may work continuously through the night, but with the cul-de-sacs, we try to keep them open with the big trucks and then we'll pull the trigger on the contractors early in the morning.

Aldr. Bessner: And that call usually comes when you are done plowing the streets in that area?

Mr. Reineking: We'll make the call when we're plowing. The Division Manager who is running the operation will be paying attention to the forecast; if it's supposed to stop snowing at 3:00 a.m., he might have them come in at 2:00 a.m. to make sure it's all cleaned up so everyone can get out of the driveways in the morning.

Aldr. Bessner: That's good to know; in the past I've had a couple complaints and I didn't realize that there was a good open line of communication.

Aldr. Lemke: AM/PM makes it sound like 12 hour shifts. If you are short on staff, is there a maximum number of hours you need to concern yourself with?

Mr. Reineking: Each shift has a number of alternates. We try not to plug the water/wastewater operators into a main route so they can do their plant checks and make sure their facilities are functioning, but they are willing and capable to give us a hand.

Aldr. Lemke: The square footage in the City is different with the new Police Station. Did you map that out?

Mr. Reineking: Yes, in the bid you just awarded, we have the new Police Station mapped out.

Aldr. Pietryla: My compliments to your operation.

Aldr. Lewis: There are no curbs in the area where I live and it seems the grass gets torn up and then you have to repair it; mostly on the corners. Is there anything we can do as homeowners or that they can do as drivers?

Mr. Reineking: When the road curves, they are kind of guessing where the curve is. We have been putting a lot of plow markers out, so I'll be sure to touch base and have them go out to the key spots in your neighborhood.

No further discussion.

***5.d Recommendation to approve the Sale of Items of Personal Property Owned by the City of St. Charles via an Online Auction to the Highest Bidder.**

Approved by Omnibus vote.

5.e. Recommendation to approve Consultant Contract for Phase I Design of the Widening and Reconstruction of Kautz Road.

Ken Jay presented. In 2014 as part of the Jurisdictional Agreement between West Chicago and St. Charles, the City jurisdictionally accepted approximately 2,200 feet of Kautz Road from Commerce Drive to the new south City limit which is Division Street extended east. This section of Kautz Road, which runs from Commerce Drive in St. Charles to Geneva Drive in the City of Geneva, is in very poor shape and in need of reconstruction. City Staff has teamed up with the City of Geneva and the DuPage Airport in an effort to apply for federal grant funding to reconstruct Kautz Road and widen it to a three lane pavement section which will allow for a future left turn lane as this area is redeveloped.

This project will allow Kautz to be listed as a truck route from IL Rt. 64 to IL Rt. 38 which it is currently not, and southbound trucks have to turn on to Swanson Avenue.

If approved, federal funds would cover 75% of construction and construction engineering fees. Additional grant funding for the creation of the truck access route and the regional bike trail may further reduce the City's cost sharing amount. In order to be eligible for grant funding, a Phase 1 design is required. We are recommending approval of a design engineering services contract for Phase 1 design of the widening and reconstruction of Kautz Road in an amount not to exceed \$94,600 to TransSystems of Schaumburg, IL.

Please note this is an independent contract with TransSystems and the City of Geneva will be approving a separate contract. TransSystems will be invoicing each municipality separately, so this is just for the St. Charles share.

Aldr. Payleitner: Is Geneva paying the same as St. Charles?

Mr. Jay: Geneva's is more because it's longer and they have a railroad crossing.

Aldr. Payleitner: So the federal grant you are applying for is because of the three cities involved in the airport?

Mr. Jay: You can apply for the grant as one municipality, but it helps to have multi-jurisdictional. The airport has already granted us an easement for widening.

Aldr. Payleitner: They granted us an easement to drive into their property.

Mr. Jay: We have an easement to widen the road already; Phase 1 will determine if we need an additional easement.

Aldr. Payleitner: What other driveway is there to the airport, or are you talking about the previous one?

Mr. Jay: It's the only one. Their easement commitment is their contribution. This is important to them as well. This will help their access and saves us from land acquisition costs.

Aldr. Payleitner: Do we have another purpose besides getting into the airport for that?

Mr. Jay: It's an interconnector for us.

Aldr. Payleitner: Perhaps I'm misunderstanding?

Mr. Jay: The easement is all along the corridor on the east side so we can take the two lane road and go to three lanes. Then we don't have to buy property from each residential homeowner.

Aldr. Payleitner: You said there was a path to go to the East Side Sports Complex?

Mr. Jay: Potentially in the future, yes. Geneva will have it connect to the Prairie Path.

Aldr. Lemke: So we move the center line farther east by picking up land from the airport instead of from individual property owners on the west side of the street?

Mr. Jay: Yes, that's what they will determine in Phase 1.

Aldr. Lemke: It looks like since Geneva has truck access to Geneva Drive, it seems like the only part of the roadway expansion is from Geneva Road up to Division, or is there more mileage in Geneva.

Mr. Jay: As far as the reconstruction and widening is concerned, yes, it's just north of Geneva Drive, but they'll be evaluating their pavement section from there down and they will either resurface or reconstruct the remainder, but they won't widen there.

Chairman Silkaitis: The proposed cost is \$94,600, but the budgeted amount is \$192,000.

Mr. Jay: This is challenging to budget; I used budget numbers from 2015 but the estimated engineering costs included reconstruction of Kautz Road all the way to IL Rt. 64 at the Target entrance, so we extrapolated numbers from there. Since we recently resurfaced a majority of Kautz, we are not going to reconstruct what we just resurfaced.

Chairman Silkaitis: When do you anticipate construction to begin?

Mr. Jay: The first goal is to get the grant and that would be awarded next year some time and then we would have to go through Phase 2 engineering. When you get the grant, they set you into a fiscal year, so it would be 2-4 years out.

Chairman Silkaitis: Kristi, please call a roll.

K. Dobbs:

Bessner: Yes

Lewis: Yes

Stellato: Absent

Payleitner: Yes

Lemke: Yes

Turner: Absent

Bancroft: Absent

Vitek: Yes

Pietryla: Yes

No further discussion.

Motion by Aldr. Payleitner, seconded by Aldr. Vitek. No additional discussion. Approved unanimously by roll call vote. **Motion carried.**

5.f. Recommendation to approve Limited License Agreement with Everstream GLC Holding Company, LLC for Fiber Installation within St. Charles Rights-of-Way.

Tom Bruhl presented. Similar to our agreement with Syndeo, Everstream is a registered telecommunications company with the IL Commerce Commission. As such, they have the right to put facilities within our right-of-way. The statute also allows the municipality to establish reasonable rules and regulations that states they have to get a permit, etc.

Everstream approached us earlier this year; they want to install a fiber communication line through the City. They are not providing any services here, it's literally a pipeline from one end of the City to the other.

This License Agreement ensures they are responsible for locating the fiber if they end up underground. This is almost exactly the same as the agreement we did with Syndeo so it was a quick review for our City Attorney and they have accepted all the terms.

Aldr. Payleitner: Where do they want to go with the line?

Mr. Bruhl: From Randall Road to Kautz Road.

Aldr. Payleitner: You said the agreement is slightly modified from the previous agreement; how so?

Mr. Bruhl: Syndeo was underground only. Syndeo had no interest in going on poles. When we looked at Everstream's route, there is not a reasonable underground path from west to east so they wanted to come down Main Street, which is not the best option. At

that point, we offered for them to do it overhead and use the poles by the tracks to get across the river. Adding the overhead element is the only difference.

Aldr. Lemke: Is there a requirement for them to respond promptly if there is a need to relocate?

Mr. Bruhl: For aerial they have 60 days or else they start getting charged \$50 per day, per pole.

Aldr. Pietryla: Are we being compensated in terms of free data or anything like that?

Mr. Bruhl: No. Public utilities are granted the right to use public right-of-ways or the transmission of services.

No further discussion.

Motion by Aldr. Payleitner, seconded by Aldr. Lemke. No additional discussion.
Approved unanimously by voice vote. **Motion carried.**

5.g. Recommendation to approve Pole Attachment Agreement with Everstream GLC Holding, LLC.

No further discussion.

Motion by Aldr. Payleitner, seconded by Aldr. Vitek. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

***5.h. Recommendation to approve Purchase Order with UtiliWorks Consulting LLC for Advanced Metering Infrastructure Project.**

Approved by Omnibus vote.

***5.i. Recommendation to approve Professional Service Agreement for the Tyler Road and Production Drive Water Main Improvement Project.**

Approved by Omnibus vote.

5.j. Recommendation to approve an Ordinance Authorizing the City of St. Charles to borrow funds from the IEPA Water Pollution Control Loan Program.

Tim Wilson presented. This is a housekeeping item for the Mayor to sign loan documents for the IEPA.

Aldr. Pietryla: I imagine we are going through the IPEA because it's low interest? Is that the only reason we aren't going through a financial institution?

Mr. Wilson: Chris Minick does the financial analysis and gives us his recommendation. At this time we are moving forward with the low interest loan with the IEPA. Once we get into the budget process, if Chris Minick decides to fund it a different way, he'll make that recommendation.

No further discussion.

Motion by Aldr. Bessner, seconded by Aldr. Pietryla. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

6. Executive Session

None.

7. Additional items from Mayor, Council, Staff or Citizens.

None.

8. Move to Adjourn Government Services Committee Meeting at 7:37 p.m.

Motion by Aldr. Lemke, seconded by Aldr. Bessner. No additional discussion. Approved unanimously by voice vote. **Motion carried.**